

Maust, Timothy

From: Chavis, Bobby
Sent: Friday, August 19, 2005 3:24 PM
Cc: Washington, Dawn; Henderson, Sharon
Subject: 2005 Bronze Medal Framed Certificate

Dear USPTO Employee:

This message is being sent for two reasons:

1. As a reminder to pick up your Bronze Medal Certificate from our office.
2. To inform other USPTO employees that your damaged certificate has been repaired and returned to our office and is ready for pick up.

Please see the below original message for directions to the Incentive Awards Office.

Thank you.

Bobby Chavis.

If you are receiving this message then you are a recipient of the 2005 Bronze Medal Award. Please see the below message:

"Due to the numerous recipients that were unable to attend the ceremony, the Incentive Awards Program Office is requesting to have the framed certificates picked up from our office.

The framed Bronze Medal certificates are located in the Incentive Awards Program Office, Elizabeth Townhouse, Room 5A22.

Please stop by or have someone pick up the framed certificate.

Directions:

From the Madison building, walk west towards the garage (the side where the Knox building is). Take the garage elevators to P1, walk through the garage, take a left to the entrance.

Should you have any questions, please feel free to contact me at 2-6212 or Dawn Washington at 2-6178."

Thank you.

Bobby J. Chavis
Office of Human Resources
U.S. Patent and Trademark Office
(571) 272-6212

The Office of Human Resources is interested in your feedback. If you're a PTO employee and I have provided a service to you, please take time to complete the OHR Transaction Survey. The link to the survey is:
http://ptoweb/ptointranet/ohr/trans_survey.htm Thank you!